
**Central Region Council
EXECUTIVE COMMITTEE
DWS 1385 South State Street, Salt Lake City, Utah
Monthly Meeting Minutes
Thursday, February 10, 2005
12:00 p.m.**

Presiding: Greg Diven, Chair

Present: Jane Reister Conard, Charles Daud, Norman Fitzgerald, Stephanie Frohman, Tony Gomez, John Hill, Paul Jackson, Commissioner Colleen Johnson, Douglas Johnston, Nancy Malecker, Jill Merritt, Jon Pierpont, Steven Rosenberg, Karen Silver, Kerry Steadman, Craig Stoker (for Stephen Ronnenkamp), M. Ali Wilkinson

Excused: Councilman Jim Bradley, Edith Fauver, Representative Brent Goodfellow, Todd Henriksen, Kevin Schofield, Russ Thelin

Guest: John Nixon, DWS Finance Director, Gary Pelaez, Bureau of Apprenticeship Training

Staff: Karla Aguirre, Sandra Allen, Leno Franco, Diane Lovell, Brad Newsome, Mary Peterson

Welcome & Announcements

Chairman Greg Diven called the meeting to order at 12:13 pm. Welcomes were extended to newly appointed Tooele County Commissioner Colleen Johnson and new Council member Stephanie Frohman. Craig Stoker was welcomed representing Dr. Ronnenkamp.

Mr. Diven announced a New Member Orientation will be held on February 24, 2005 at 11:30 am. All new members as well as any other Council members are invited to attend.

The State Council meeting has been rescheduled to March 10, 2005 rather than April 21, 2005. Consequently, the March Executive Committee meeting has been changed from Thursday, March 10, 2005 to Friday, March 11, 2005. A reminder will be forthcoming.

Greg Diven announced that a meeting with Tani Downing, the new DWS Executive Director, will be scheduled in the near future.

Greg Diven referred to the Agenda Management Calendar and Upcoming Meeting Schedule that were provided in the meeting packets. This information provides the schedule for Council and Committee meetings and topics to be discussed for the fiscal year. Mr. Diven asked that all Council members mark the meeting dates on their calendars.

Regarding Council membership, only one vacant seat remains and it is designated for a representative from Human Services. Bob Hayward, Department of Human Services Regional Relations Representative and State Council member will forward the name of a nominee to fill this vacancy.

Regional Director's Report

Jon Pierpont will meet with James Whitaker, Deputy Director to get direction regarding the upcoming lease renewals for the Downtown and CRESC offices. Mr. Pierpont noted that he will provide more information at the next Council meeting.

Jon Pierpont's update on training indicated that Central Region is 92% obligated. The Dislocated Worker funds are 66% obligated. Greg Diven asked if we reach the top of our funds can we move money from another region and Jon Pierpont indicated "yes".

Mr. Pierpont noted that many were aware of the Food Stamp crisis that occurred approximately three or four years ago. Today, the non-adjusted Food Stamp error rate is currently at 3.5, which is the best error rate ever, placing the State of Utah within the top six in the nation. The top seven states in the nation receive bonus money.

Mr. Pierpont turned the time over to Karla Aguirre to provide the Committee with an update on the Training Provider Performance Evaluation process as recommended by the Training & Development Committee. Ms. Aguirre indicated that one of the Committee's current year goals is to review and evaluate provider performance and follow with recommendations for the removal of under performing providers. While gathering data on provider performance, it was recognized that there is no process for removing Training Providers from the DWS Approved Provider list. Discussion followed which entailed consideration of a recommendation to the State Council from Regional Council requesting a process be put in place to remove ineffective and/or under performing Training Providers from the list.

Karla Aguirre also spoke to the need for UWorks upgrades. UWorks is a customized management information system DWS uses to collect data and track customers; however, outcome information and provider performance cannot be extracted or pulled from the system in a timely manner. The system needs to be upgraded so that information by provider and by program can be readily accessed and reviewed. The Training & Development Committee needs accurate and timely data in order to review provider performance outcomes and to recommend provider removals. The Executive Committee and the Council were advised that they could make a formal request to the State Council asking that the UWorks system be upgraded.

Greg Diven asked Karla Aguirre to enlighten the Council regarding the Training and Development Committee's concerns and the need to eliminate some of the Training Providers. Ms. Aguirre reiterated that a number of training providers' placement rates are extremely low (25%) which is significantly less than the prior State Council goal of 82%.

Jane Reister Conard moved that the Central Region Council urge the State Council to support a UWorks system upgrade so that essential data needed to understand and track training outcomes by Training Provider and by Program can be readily extracted. Doug Johnston amended the motion, adding that the State Council be urged to develop a process to remove Training Providers from the approved provider list when necessary. Ms. Conard accepted this addition. Karen Silver seconded the motion.

Norm Fitzgerald indicated that, “We are reminding the State that it is their responsibility to review the vendors (providers) periodically and we may need to be careful how we couch the recommendation.”

Kerry Steadman indicated that, “Since we do not have a written agreement with the Training Providers, perhaps we as a Council should be proactive and provide a suggestion as to how it should be done.”

Karla Aguirre responded that we are acting under a current waiver, which expires in June 2005, which allows us not to require the approved providers to provide performance information. Ms. Aguirre indicated that staff is willing to work with the Council to develop recommended criteria and a suggested process for provider removal.

Diane Lovell indicated that at the time of approval, each school is advised that within and 18 month period, their overall performance will be evaluated by DWS to determine continued placement on the Approved Provider List.

Jane Reister Conard restated the motion that the Central Region Council urge the State Council to follow and be in compliance with existing rules and processes regarding the monitoring and renewal of vendors on the list and to make the necessary changes in data collection and the management information system, such that the Central Region Council can assist in the monitoring, review provider outcome data and be able to track provider performance at the “program” level.

Chairman Diven put the motion to a vote. All voted “Aye”. The motion passed.

Karla Aguirre then suggested the Council may want to consider a “provisional approval” option similar to the category used by the Department of Rehabilitation. Provisional approvals will allow DWS and the Council to carefully monitor the performance of a new provider before the provider/program is opened overall.

Paul Jackson made a motion to ask the State Council to consider provisional approvals until outcome results can be determined. One of the challenges is that even if one provider works well in one region, they may not achieve the same results in another region. Paul went on to say the Council needs the latitude to make decisions regarding Providers based on Central Region conditions and decisions that will only affect customers and provider training in Central Region.

Jane Reister Conard stated that since we are one state agency, it would be difficult to distinguish what program could be used within one region and not another. Karla Aguirre suggested the Council ask that regional options be available.

Paul Jackson restated his motion to include language addressing the need for Regional options and asked Diane Lovell to prepare the final verbiage for review by the full Council. Kerry Steadman seconded the motion, again suggesting the need for Central Region to prepare preliminary policy provisions for the State Council's consideration. All voted "Aye". The motion passed.

Chairman Diven indicated that this motion will be reviewed and ratified at the February 24 Council Meeting.

Child Care Funding & Legislative Update

John Nixon, DWS Finance Director, provided an update regarding Child Care funding as well as a legislative update for the Council. He explained the legislative budget process, guidelines and timelines. Mr. Nixon provided three handouts in addition to the Child Care Summary that was included in the agenda materials.

Following Mr. Nixon's presentation and discussion, Jane Reister Conard recommended that the Council amend its Agenda Management Calendar to discuss legislative issues in August to allow time to better coordinate and communicate with the Legislature on DWS priorities.

Chairman Diven asked the Basic Needs Committee to add Child Care issues to their working agenda and provide monthly updates to the Council.

Mr. Diven also urged Council members to call to legislators regarding their Child Care concerns and other issues of concern.

Legislative Forum

Chairman Diven asked Diane Lovell to distribute copies of the call assignment list for legislative follow up on the Anti-Suta Dumping Bill. Executive Committee members were again encouraged to make their calls soon. Electronic copies of the call assignment list are also available.

Executive Roundtable

Greg Diven reported on two Roundtables and on the proposed Ad Hoc Committee on Healthcare:

- January 25th Manufacturing Roundtable
 - A summary of concerns and priorities was provided in the agenda packets. The next Manufacturing Roundtable will be held on April 19, 2005.
- Automotive Services Roundtable
 - The industry profile will be presented today (Feb 10) during the Executive Roundtable Meeting. Experts from UTA, Garff Motors, and England

trucking have agreed to participate in planning the Automotive Services Roundtable.

- Healthcare Ad Hoc Committee
 - Mr. Diven indicated that volunteers are needed to serve on the Ad Hoc Health Care Committee and stressed the importance of this committee. Lynn Purdin, DWS Research Analyst and Steven Rosenberg have agreed to work on this committee.

Committee Reports & Strategic Plan Updates

Basic Needs – Karen Silver handed out a copy of Senate Bill 212 Child Care Inspections. Ms. Silver indicated this bill adversely affects the money that is being requested to support Child Care. Ms. Silver stated that this bill would require Health Inspectors to inform Child Care providers of the names of complainants and the substance of complaints filed against them. Anonymous complaints would not be investigated.

Karen Silver also reported that the Basic Needs Committee continues to work on immigrant access to services and information.

Marketing

Jill Merritt reported Tony Gomez will be serving on the Salt Lake and Tooele County Employer Committee. Ms. Merritt also indicated that plans for the April 7, 2005 retreat are moving in the right direction. Greg Diven mentioned that a Special Recognition Award was made at last year's Retreat to acknowledge the contributions of a Council member. If the award is to be continued, Charles Daud had previously suggested that specific criteria be established. Mr. Diven asked Charles Daud to work with Ms. Merritt and the Marketing Committee to draft eligibility criteria for the special award.

Facilities

There was nothing to report at this time.

Training & Development

Doug Johnson referred to the report that Karla Aguirre made earlier in the day's meeting. He asked to postpone the Committee goal to remove poor performing providers from the approved list until better data is received. Mr. Johnson also indicated that two new Training Provider applications are pending and will be reviewed at the next meeting. These include Academy of Dental Careers and Heavy Equipment Training Academy.

Youth Council

Paul Jackson invited everyone to attend the ribbon cutting ceremony celebration for the newly built YouthBuild home – built by YES Program participants and other youth. This celebration will be held February 14, 2005 at 2:00 pm. at 3160 South 500 East.

Executive Committee Goals & Action Plans

Chairman Diven tabled this discussion until the next Executive Committee meeting.

Agenda Setting – February 24, 2005

Agenda items will include:

- Training Provider Approvals
- Committee Reports & Executive Roundtable
- 2005 Strategic Plan and Goals Review
- Regional Director's Report – Mid year Performance Update

Old Business

There was no old business to report.

New Business

There was no new business to report.

Greg Diven adjourned the meeting at 1:30 pm.